

MINUTES – MAY 23, 2013

The Caswell County Board of Commissioners reconvened in special session at the Historic Courthouse in Yanceyville, North Carolina at 5:00 p.m. on Thursday, May 23, 2013. Members present: Cathy W. Lucas, Chair, Kenneth D. Travis, Vice-Chairman, William E. Carter, Larry G. Hamlett, Nathaniel Hall and Jeremiah Jefferies. Absent: N. Kent Williamson. Also present: Kevin B. Howard, County Manager and Gwen Vaughn, Finance Director. Paula P. Seamster, Clerk to the Board, recorded the minutes.

BUDGET WORKSHOP

Chair Lucas stated “We will reconvene the meeting on the Budget Workshop from May 20th we will sit back in the budget work session dated today’s date. I guess we will follow your outline for Session II. Kevin what were you anticipating, are we going to talk about changes to the General Fund and what would they be?” Mr. Howard responded “An example would be since we put the budget out we actually got our quote in from property liability and workers’ comp. insurance and that went up. It is approximately \$75,000 more than what we had in the budget.” Chair Lucas asked “Okay what is the total?” Ms. Vaughn responded “Currently we put \$275,000 and it needs to be \$350,000. I just changed it to \$350,000.” Mr. Howard stated “What we will do is point those out when we go through the departments we will tell you about those. That way you can write them down as we go through the budget. Let’s start on page 1 in Section 3 with Governing Body.”

Chair Lucas asked “Does anybody have any questions?” Mr. Howard stated “There are no changes to that.” Chair Lucas stated “I did notice that there was an account that was added to it. A new line for Professional Services. I don’t think it has been in the budget before. There is nothing in there.” Mr. Howard responded “It was added at some point in time.” Ms. Vaughn added “That was something that was paid in 2011-12 and Small tools was the same way, something was purchased in 2011-12 but there is nothing in there now or proposed for this year.”

Commissioner Travis asked “What is that rental fee for?” Mr. Howard responded “That is what it cost us to rent the Civic Center for the employee banquet.”

Chair Lucas stated “Turn to page 2 for Administration. Any questions there? Again I just noticed that part time salaries are listed and it has not been or it was not last year.” Ms. Vaughn responded “This particular budget that I have is a work budget and it will pick up every line that has ever been used before and it will continue to pick up every line unless I delete it out.” Chair Lucas asked “But it was not in there last year?” Mr. Howard responded “She is using a different format from the one she used last year. The work budget picks up every line item. There is no intention to spend any money in those line items, they are just showing up.”

Commissioner Travis asked “In other words we are doing this a different way this year from the way we done it last year?” Mr. Howard responded “Yes.” Ms. Vaughn responded “This is the same format. It is just navigated over from the long page that we used to get with all those numbers that were hard to read and you had to use a ruler. It is navigated over to excel and if I don’t notice it like the part time salaries are there but no money is there but probably three years

ago there was some activity there so if there has ever been any activity to a line it automatically puts it there whether we propose any..." Chair Lucas asked "I wonder why it was not there last year?" Ms. Vaughn responded "Probably because I took it out last year." Commissioner Hamlett stated "There is nothing in there so don't worry about it." Chair Lucas responded "Okay."

Chair Lucas asked "Well the only other question I have from what we budgeted for in 2012 to what is being proposed is a \$52,000 increase, what would be the difference Kevin?" Mr. Howard asked "In?" Ms. Vaughn asked "Administration?" Chair Lucas responded "Yes." Ms. Vaughn continued "Salary and benefits." Mr. Howard asked "It was a \$52,000 increase?" Ms. Lucas responded "Yes." Mr. Howard stated "It is actually a \$52,000 decrease." Ms. Lucas responded "No, from June 30, 2012 it was \$205,047 and you are requested \$257,731 so..." Ms. Vaughn stated "It is salary and benefits. HR was added this year." Mr. Howard stated "Yes it is HR thank you. That is a new position." Chair Lucas asked "It says those three positions over here right?" Ms. Vaughn responded "Yes."

Chair Lucas asked "Any other questions about Administration?"

Mr. Howard stated "I may reduce a line item because I got that scholarship to help pay for that class, that will help just a little bit but it is not a significant amount of money, a couple thousand dollars. I will pay for the PELA class out of this year's budget and I got a scholarship so I will take some out of next year's for that."

Chair Lucas stated "Let's move on to Finance. Gwen do you have anything to point out to us in Finance that is different that we might take note of? I know the Capital Outlay is something." Ms. Vaughn responded "The Capital Outlay is the Timekeeper was requested. There is a reduction in the training and the travel because I attended a County and Municipal Course this past year and I will not be doing that next year."

Chair Lucas stated "The next department would be the Tax Department on page 5."

Mr. Howard stated "I just wanted to point out on line 131 Tax & Tag Together fee of \$10,000 that is what we are estimating the state will charge us for collecting the vehicle taxes. That is what that number is."

Commissioner Hamlett asked "What is the Professional Service/Contracted?" Mr. Howard responded "That is probably the GIS system. We have someone that helps with the GIS stuff." Chair Lucas asked "Is that technical support?" Mr. Howard responded "Yes ma'am." Ms. Vaughn added "And also ACS technical support." Chair Lucas asked "Again there is that line item Legal."

Commissioner Hamlett asked "On Foreclosures, how much do we have in that now? Are we doing that every year?" Mr. Howard responded "Yes, \$75,000 is what we budget each year now." Commissioner Hamlett continued "So we do that every year?" Mr. Howard responded "Yes when I first got here we were getting \$200,000 a year and for the last two years it has been \$81,000 and it probably will be the same this year." Ms. Vaughn added "We have about \$48,500

on the revenue side so we put \$75,000 on the expense side and \$75,000 on the revenue side.” Mr. Howard stated “I want to point out in the prior year we actually brought in \$110,000 in 2012 and expended “\$81,191 and that is what we pay for the attorneys fees.” Chair Lucas asked “And for this year we brought in \$48,500 is that what you said?” Ms. Vaughn responded “Yes we received \$48,500 but we paid out \$63,000.” Mr. Howard added “We will be collecting towards the end of the year. We pay out to get some of these things started and when we collect them towards the end of the fiscal year it sort of balances out. In 2011 we brought in \$112,000 and put out \$100,000. This is not the taxes; this is the fees and stuff.”

Chair Lucas asked “I noticed there was an increase in salaries, did he request extra help?” Mr. Howard responded “No it is not extra help. He hired some new people last year. They have received their certifications and he is asking for a higher salary.”

Commissioner Hamlett asked “Didn’t he have two or three to retire?” Ms. Vaughn responded “He hired a part time and two full times. Actually his request was for \$233,000 and his part time was only \$8,000. I did the adjustment because he had added the part time in his full time. I adjusted it to \$205,000 and \$35,000. He requested a few additional dollars for peak times so he could bring someone in to help out in December and January. Usually they come in a work two or three days for maybe two weeks.”

Chair Lucas stated “I was just looking at the total of June of 2012 and his budget was \$444,831 and we are proposing \$500,180 which is a \$55,000 increase.” Commissioner Travis responded “He wanted \$596,792.” Chair Lucas continued “I know. I just want to know what is being recommended.” Mr. Howard responded “Part of that difference is obviously in salaries and that was because he was without some folks in 2011-2012 due to retirements. When he filled those they were at lower salaries than what they were at.” Commissioner Hamlett added “Health Insurance too.” Mr. Howard continued “Health insurance is part of it too. You have \$10,000 in here just for that Motor Vehicle Fee.” Commissioner Hamlett stated “Retirement and all that stuff went up.” Commissioner Carter stated “You have \$12,000 for Software and Programming.” Chair Lucas asked “We get that every year don’t we Kevin?” Mr. Howard asked “What?” Chair Lucas continued “That \$12,000 is in the budget every year, Software & Programming?” Mr. Howard responded “Yes that is in there so if he needs to change something because of the changes in state laws.” Chair Lucas asked “It says credit card charging, VTS (county, Yanceyville, Milton) is that...” Mr. Howard responded “That is the online service.” Ms. Vaughn added “We had the \$10,000 in there for the vehicles. He had in two places so I took it out of the \$12,000 and made it only \$900.” Mr. Howard asked “So that was in Dues & Subscriptions?” Ms. Vaughn responded “Yes he had it in Dues & Subscriptions.” Chair Lucas asked “He had it in Dues & Subscriptions and you took it out?” Ms. Vaughn responded “Yes he had it in two places and I took it out.”

Chair Lucas asked “The pictometry is that included Kevin?” Mr. Howard responded “No ma’am.”

Chair Lucas stated “Let’s move on to page 7 Elections.”

Ms. Vaughn stated "Elections request to move the board meeting compensation from \$60 to \$75 per month per meeting but that is not included. That would be a Board decision."

Commissioner Travis asked "What is the Telephone there was she was wanting \$2,244 and you gave her \$975." Ms. Vaughn responded "I based that on what she spends." Commissioner Travis continued "Why did she ask for so much that is what I am looking at when she only used \$403 and she is wanting \$2,244? That does not make sense." Mr. Howard responded "I don't know where she came up with that number. That happens more often than you think."

Commissioner Travis stated "You take Small Tools/Equipment she has spent \$1,646 and now she is requesting for next year \$5,000, that is a 100% increase." Chair Lucas responded "She wants an optical scanner for \$4,500 and \$500 miscellaneous." Commissioner Travis continued "That is just like Supplies look at how much they went up." Ms. Vaughn responded "I know that she is requested additional for the new members." Ms. Lucas added "It says she did not purchase any supplies for the 2012 elections and the supplies are diminished." Commissioner Travis stated "We will have any elections this year." Mr. Howard responded "This year you have the Town election in the fall and then you have the primaries in the spring." Chair Lucas stated "So that would be the only change the Board would have to make a decision on as far as the compensation to the Election Board members from \$60 to \$75. What would that change the total to in the budget?" Commissioner Travis asked "How many members do they have?" Chair Lucas responded "Three." Commissioner Travis continued "That would be \$45 a month x 12. That would be \$540. That is how much you will change it." Commissioner Hamlett stated "Give it to them." Commissioner Carter asked "When was the last time they got an increase?" Mr. Howard responded "I have been here 6 years and they have not gotten an increase since I have been here." Chair Lucas asked "Are you talking about election officials or board members?" Commissioner Travis responded "Board members."

Mr. Howard stated "Every year they ask for more than they use." Commissioner Travis stated "From what she has down here now she is asking for \$20,000 more this year than last year." Mr. Howard responded "She spent more this year; Mary Jo came back during the elections to help her because she was new. I don't know if that is the plan for the fall or not." Commissioner Travis stated "Mary Jo came in and helped them the last time so they should be ready to go themselves." Mr. Howard stated "\$18,000 was enough to cover this past year." Commissioner Travis asked "How much did we spend with Mary Jo last year?" Mr. Howard responded "I don't know off the top of my head." Commissioner Travis continued "How many thousands do you think we are talking about?" Mr. Howard responded "To come back and work I would guess at least three or four thousand." Commissioner Travis asked "How much would it cost to send that girl to school to learn?" Mr. Howard responded "She has gone for training. She was brand new this last year so she did not have time to get trained." Commissioner Travis continued "To me I think she should be able to handle the job now." Chair Lucas stated "They had always had some help during the elections."

Chair Lucas asked "For is the Rent amount for?" Mr. Howard responded "We have to rent some of the polling sites." Chair Lucas asked "Any other questions on Elections?"

Mr. Howard stated "I wanted to point out the M&R Voting Machines on page 8 some years we get reimbursed for that. This current year we did not so we have it budgeted in there on part of

that.” Chair Lucas asked “Is it for sure that we won’t be?” Mr. Howard responded “It is not for sure that we won’t be but it is always in question when we finish our budget.” Chair Lucas continued “When will they approve it?” Mr. Howard responded “When the state approves their budget. They approve theirs after we approve ours.” Commissioner Travis stated “Really you have no other choice but to put it in there.” Mr. Howard responded “Right that is why we put it in there just in case we have to do it. Just like this year, we are not getting reimbursed this year. Supposedly they are putting in back in next year’s budget.” Chair Lucas asked “What about changing the machines?” Mr. Howard responded “I don’t know. I have heard there was a big push and they were going to put it back this year.” Chair Lucas stated “I thought it was interesting to note that they need more one stop voting sites and parking and within the next 3 to 5 years they will need to replace the current voting equipment and there will be digital electronic pollers, that will be interesting.” Mr. Howard responded “The one stop voting she can talk about parking but there is a push about more locations for that state wide.”

Chair Lucas stated “Register of Deeds on page 9.”

Commissioner Travis asked “My first question is the department requested \$150,000 and you have them \$172,000 give me the answer for that?” Mr. Howard responded “On Excise Tax she did not have enough in there when she gave us her budget. We collect so much and it is required to go to the state. She only had \$6,840 in her budget and it needs to be \$29,000.” Commissioner Travis asked “Did you explain to her that she did not do it right?” Mr. Howard responded “Yes.” Commissioner Travis continued “I went through this thing and a lot of them are this way, what the department heads wants and you give them more.” Mr. Howard responded “A lot of the times they come in and we are talking about the budget in the meeting I have with them and I am like what about this and it is something that they did not think about.” Commissioner Travis stated “I mean if it is something that they missed it is better to put it in here than to come back later and say we need to take this out of fund balance or we need to take it out of contingency. That is the reason I asked the question because I don’t know.” Chair Lucas stated “But hers stays consistent though from year to year.”

Chair Lucas stated “Information Technology on page 11.”

Chair Lucas asked “What is the Contracted services for \$1,000?” Ms. Vaughn responded “For instance if he has thing that needs to have fiber optic work or...” Mr. Howard added “That is for something that we can’t do in house. He will have some money to hire a contractor to come in to repair a fiber optic line. We just don’t have the equipment to do it. The equipment is so expensive that it is cheaper to pay someone to come in and fix it than it is to buy the equipment and repair it.”

Commissioner Travis stated “Just like that supply line there, they asked for \$2,000 and you gave them \$3,000.” Mr. Howard responded “Yes that is because when he came in there were some things that I wanted him to do IT wise that he did not have in his budget. The same way he mentioned something that he would like to have but he did not include it in his budget and I thought he needed that so I added it to the budget.”

Chair Lucas asked "What is the network infrastructure enhancements?" Mr. Howard responded "That is making some major improvements to our network, the line between the buildings. We have fiber optic lines in this building that feeds the other courthouse. All of that equipment is 10, 11 or 12 years old and we need to replace it. We want to upgrade the wireless in here. Our network is getting old and we need to replace it."

Chair Lucas stated "Move on to page 12 Maintenance/County Buildings. Kevin this includes maintenance for all county buildings." Mr. Howard responded "The only thing it would not include is the Solid Waste Fund and anything that is self supporting." Chair Lucas asked "There is an increase in salaries what is that?" Mr. Howard responded "He was just asking for an increase for a couple of the positions but ours is based on the current salaries." Ms. Vaughn added "The \$149,000 is the starting salary and he asked for the 4% increase across the year." Chair Lucas asked "How many of those employees get longevity?" Mr. Howard responded "All of them except Colon. They have all been here at least 5 years." Chair Lucas continued "And that longevity pay is 1% of whatever the salary is?" Mr. Howard responded "Yes ma'am. Five to ten year it is 1%, ten to fifteen is 2%, fifteen to twenty is 3%." Chair Lucas asked "And that is paid in December of every year?" Mr. Howard responded "Yes ma'am." Commissioner Jefferies stated "I think that started in 1999." Mr. Howard stated "It used to be called the Christmas bonus in most places but it has been changed to longevity over the years."

Chair Lucas asked "The question I have is on the Supplies line, as of April 30th of this year \$8,800 and you are budgeting \$18,000 is there a reason why that is so low?" Ms. Vaughn responded "The janitorial and the supplies lines have been coded interchangeably by the maintenance department so they have only spent \$8,833 in supplies and then in the janitorial line they spend \$7,866 so they have gone over. It has been coded in two different places. That needs to be looked at with him." Chair Lucas continued "Do you need two separate lines?" Ms. Vaughn responded "That is what I want to discuss with him on if he needs two separate lines because he could just use the supply line instead of two separate lines." Mr. Howard added "In one supply line he may be buying light bulbs and things like that where in the janitorial supplies that is going to be the toilet paper, paper towels, the cleaning supplies and things of that nature."

Commissioner Travis asked "Like line 400 you have nothing in that line item there?" Ms. Vaughn responded "That is because I put it all in Grounds Cleanup. There are three lines, there is a Gravel line which is 400, there is a 408 which is Grounds Cleanup and then there is another line 412 which is Landscaping so I just compiled it all together to make it \$5,000." Commissioner Travis continued "The reason I asked that question is you know sometimes during the year you will have to put some rock out there." Mr. Howard responded "Yes."

Commissioner Carter asked "On Maintenance and repair on buildings, 394, are you anticipating that to go up?" Mr. Howard responded "For the last several years due to the aging of the A/C units we have been budgeting about \$74,000 or \$75,000 in there that way if one of those units goes out we have an extra five or ten thousand to pay for it."

Chair Lucas asked "What does that include?" Mr. Howard responded "For any HVAC that goes out, the repair of those. It is repairing anything on the buildings. Electrical issues come out of there, plumbing. If we have to buy new water heaters. If we have a roof repair, if it is a couple

thousand dollars we will take it out of there to cover that.” Chair Lucas continued “So these couple will be considered capital?” Mr. Howard responded “These are for things usually less than \$5,000. We will come to you if it is over \$5,000.” Chair Lucas asked “How are utilities tracked at Guilford Mills? How do we work that out with PCC being over there?” Mr. Howard responded “We pay for it and they reimburse us their portion.” Chair Lucas asked “What is this Small Tools/Equipment?” Mr. Howard responded “If we want to replace weed eaters, lawnmowers...” Ms. Vaughn added “Just general tools.” Chair Lucas continued “So the lawnmowers would be in there?” Mr. Howard responded “No ma’am the lawnmowers would be in capital outlay. If we have to replace a weed eater, a cordless drill or anything like that if they break during the year.” Chair Lucas stated “He does not have capital outlay.” Mr. Howard responded “It was listed on the sheets we gave you I think on Tuesday.” Chair Lucas continued “And it was included in the budget?” Mr. Howard responded “No ma’am.”

Commissioner Jefferies stated “The lawnmower at Ace what are you going to do with that. The man asked me what we wanted to do with it.” Mr. Howard responded “That might be the one from Recreation that died.” Commissioner Travis stated “It is. They said it has been down there a year.” Mr. Howard responded “I did not know that.” Commissioner Travis continued “The man wants to know what we are going to do with it. It is in the way.” Mr. Howard responded “I will get with them to have it picked up.” Commissioner Travis asked “What kind of lawnmower is it?” Mr. Howard responded “I think it is an old Skag.” Commissioner Travis continued “Is it a zero turn?” Mr. Howard responded “It is one of the old zero turns.” Commissioner Travis stated “What we need to do if we are not going to fix it is to take it over to surplus.” Mr. Howard responded “I did not know it was still over there. I will have them to pick it up. It will be gone this week. It cost too much to have it fixed so they have been using one of the older lawnmowers from Maintenance.”

Chair Lucas stated “On the, I guess this is a 5 year plan for capital needs, it says to replace the roof at Guilford Mills but it is not on his list. I think it was on your list.” Mr. Howard responded “That is the PCC section of Guilford Mills.” Chair Lucas continued “That is the section that we did not do before.” Mr. Howard responded “Yes ma’am. It was not leaking and we were not having any problems with it but once we got the other roof fixed I guess it got mad and it started leaking over there. We had someone look at it for patching but they said there was need to try to patch it.”

Chair Lucas stated “Moving on to page 15 Non-Departmental.”

Ms. Vaughn stated “Non-Department has one change that needs to be made on line 288, that webpage dollar amount needs to be \$8,140. We have money budgeted this year \$10,000 and will not be spending it because the webpage design will not be completed so there will probably be a purchase order and a carryover.”

Chair Lucas stated “So we can take out the \$2400.” Mr. Howard responded “No we will have to increase it to \$8140. They are going to bill us over a two year period for the design cost.” Chair Lucas continued “So we are changing the \$2400 to \$8140 and we are using the \$10,000 that we already have?” Mr. Howard responded “Yes we can roll that over as part of the purchase order or put that here whichever way the Board wants to do that. We will have a payment of about

\$4,000 before this fiscal year ends to get it started and the rest will be in the next fiscal year. It should be done by September or October.” Chair Lucas stated “That IT Consultant, that \$2,000 that is still in this year’s budget as well, it has not been spent.” Mr. Howard responded “We took that out. That is used if Robert is on vacation or out sick and can’t come in. He usually comes in even when he is sick but that is just in case we have to bring someone in to get the network back up and running.” Chair Lucas asked “On line 304 what are those Supplies?” Ms. Vaughn responded “Those supplies are county supplies for paper, file folders, general office supplies.” Chair Lucas continued “I just get confused because each department has their own line item for that.” Ms. Vaughn responded “That is what is used here.” Mr. Howard added “It is for the copier here in this building.” Chair Lucas stated “So it is basically for what is used in this building, \$5,000.” Mr. Howard responded “Yes ma’am.” Ms. Vaughn continued “And postage that goes out for bills and payments, postage in general. It is general office supplies.” Chair Lucas asked “And the copier is a lease payment or are we purchasing it?” Ms. Vaughn responded “A lease payment.” Commissioner Travis stated “The way those things wear out that is probably the best way to go.” Mr. Howard responded “Yes and the way technology changes on us. When we are leasing it we get so much toner included in the lease.”

Ms. Vaughn stated “On line 320 we need to change that to \$350,000.” Chair Lucas asked “Instead of \$275,000?” Ms. Vaughn responded “Yes ma’am.” Mr. Howard added “We went out and got a quote and the other sources combined were over \$400,000.” Commissioner Travis stated “That is what we were talking about a while ago.” Mr. Howard responded “Yes sir.”

Chair Lucas asked “Do we have a breakdown on the Dues/Subscriptions?” Ms. Vaughn responded “They include the COG contribution, the drug testing, the School of Government membership dues, NCACC membership dues, COG cablevision dues, COG membership dues, the NC Economic Development dues, there is a new one the ASCAW which is the American Society for Composers, Authors and Writers and this is something that is mandated by the state that has to do with....” Mr. Howard added “We talked about this about a year ago. We got a notification from them since we use music at the Senior Center and Recreation we are supposed to be paying royalties and by being a member of that it covers the royalty fees.” Chair Lucas asked “Can you get us a print out on that?” Ms. Vaughn responded “Yes.” Chair Lucas continued “You said drug testing, what is that?” Ms. Vaughn responded “That is through the COG.” Chair Lucas stated “There is another line item for drug testing is that separate and apart?” Ms. Vaughn responded “Yes, that is for the actual test.”

Chair Lucas asked “On the EMS Source for Professional Services?” Ms. Vaughn responded “That is 6% of the revenue that is collected. That is 6% of the \$800,000. That is the fee for NRG.” Chair Lucas continued “But how do you base that? Is it what is collected?” Mr. Howard responded “They gave us a projection on what they have yet to collect and looked historically at what we have collected in the past.” Chair Lucas stated “It is down as of April 30th.” Ms. Vaughn responded “It runs a month behind and sometimes two months behind.” Chair Lucas asked “We just made a change in the vendor. Do you see a difference since we made a change to that company? I know it is the same company but...” Mr. Howard responded “They purchased the company that we were using before.” Ms. Vaughn responded “I don’t see a major change but the fee is less. It was a 10% fee and now it is 6%.”

Chair Lucas asked "Are there any other questions for Non-Department?"

Chair Lucas stated "I will just note that last year it was \$573,439 and this year you are requesting \$648,267. That is an increase of \$74,000 from last year." Mr. Howard responded "There is a \$33,000 increase in workers' compensation insurance. The state changed unemployment insurance and each agency has to pay 1% of their total payroll. We have to pay a higher percent until we have 1% in that fund and then it will go back down." Chair Lucas asked "So that is an expense that we have not had in the past is that right?" Mr. Howard responded "Basically it is a pay as you go kind of thing." Chair Lucas asked "\$73,000?" Ms. Vaughn responded "And that is conservative. There is a calculation that we have that has to be calculated based on the number of employees." Mr. Howard stated "The other would be the Insurance & Bonds went up \$75,000 this year."

Chair Lucas stated "Moving ahead to Public Safety. We have the Sheriff's budget first. Any questions from the commissioners on the Sheriff's budget? Take a few minutes and look at it because this was quite hefty here. There are no justifications in the back pertaining to changes. Kevin can you tell us anything about this budget that we need to be aware of?" Mr. Howard responded "This budget is basically his operational budget. All of his capital is not included in this request." Chair Lucas stated "Let's stick with operations first and then we will talk about capital, the increases as far as the operations budget." Mr. Howard responded "Most of this stuff is what the Sheriff requested based on what we saw as the trends." Chair Lucas asked "First line item, Salaries, last year it was \$1,080,691 and this year it is \$1,180,670 what is that attributable to?" Mr. Howard responded "My recommendation would be to have the Sheriff come in and ask him questions about that." Chair Lucas continued "I mean are there new positions or I know he said something about merit pay. Does he want to implement a merit pay?" Mr. Howard responded "That is not included in this. He has a new restructuring for the new facility and how he is doing the Sheriff's office once they move in. My suggestion is to have him come and talk to you." Commissioner Hamlett asked "So is this in here or not in here?" Mr. Howard responded "It is the same as this year's budget. Part of that is the increase; you have a raise in 2012 of \$1,000 per employee." Commissioner Travis asked "How many employees does he have over there?" Mr. Howard responded "In the Sheriff's Office there are 36." Commissioner Travis stated "If there are 36 that ain't but \$36,000." Mr. Howard responded "Well for 2012-13 you have new positions in there too. Remember you gave two positions for security for the courthouse." Commissioner Travis asked "How much is that, do you know?" Mr. Howard responded "Probably \$70,000." Commissioner Travis continued "Well if that is \$70,000 there and the \$35,000 there is your \$100,000 difference." Ms. Vaughn added "In the payroll listing there are 35 employees and the total salary there is \$1,143,000 and he is asking for \$1,180,000. This includes the vacant positions for security and then some restructuring." Mr. Howard stated "I may have spoken out of turn. He is restructuring within the salaries, the money he has for salaries for the current fiscal year. We had Gerald who retired and he had some retirements this year so." Commissioner Travis stated "That still does not explain the \$100,000 more." Mr. Howard responded "It is \$100,000 more than a fiscal year ago. In last year's budget you have him two positions for courthouse security." Chair Lucas asked "Did he ever get that second position?" Mr. Howard responded "Well the second position he had to come back before the Board to get that unfrozen. That was the stipulation in the budget. You said he could hire one now and when the jail was finished and we were ready to connect he would come back and ask

for the other position so he had not done that.” Chair Lucas asked “Was the money appropriated?” Mr. Howard responded “It is in the budget, yes ma’am but it has not been spent.”

(At 5:50 p.m. Commissioner Hall entered the meeting.)

Ms. Vaughn added “Actually on the payroll worksheet there are 35 employees for \$1,143,000. He is asking for \$1,180,000 the difference in that is \$37,000.” Mr. Howard stated “There is really no increase in salaries. I misspoke when I spoke earlier. The increase is from the two positions and then the raise they got last year. He is restructuring because Gerald retired but it is within his budget allowance.” Commissioner Travis asked “Should not the raised have been in last year’s budget?” Mr. Howard responded “It is in there. That is why it is higher.” Commissioner Travis continued “In this \$1,080,000?” Mr. Howard responded “That is the current fiscal year. The proposed budget is for \$1,180,000 for the two positions and the salary increase for everybody down there.” Commissioner Travis stated “And then you go down here and you have overtime, every time you turn around they have some overtime and then part time on top of that.” Commissioner Carter responded “I think the part time is the reserve officers.”

Chair Lucas stated “On line 471 Drug Enforcement Fund, we expended \$4940 this year is there a reason he asked for \$15,000?” Ms. Vaughn responded “That is a requested amount that they use to do undercover work.” Chair Lucas continued “He is asking for \$15,000 this year.” Mr. Howard responded “He had \$15,000 in this year’s budget but he only spent \$4940.” Chair Lucas stated “That is what I am saying, it has not changed. I was just comparing what has been expended and of course the travel has doubled. They must travel more this time of the year.” Ms. Vaughn responded “They do have more conferences and seminars that they are attending.” Mr. Howard stated “I will call attention to the fact that fiscal year ending 2012 the budget for that department was \$1,982,494 and this year we are recommending \$2,276,267.” Mr. Howard responded “Again that is the two positions that you added...” Chair Lucas continued “That is a difference of \$87,000.” Commissioner Hamlett asked “Does that include the retirement?” Commissioner Travis responded “You had two to retire.” Mr. Howard responded “What we have to pay into retirement is going up. When the recession hit they lost money in retirement system so everybody is going to have to put more money in than what they were paying previously so that has gone up.” Chair Lucas asked “Kevin you think he needs to come and speak to us about this?” Mr. Howard responded “If you have particular questions you are better off talking with the Sheriff than me.”

Chair Lucas stated “Let’s move on to the Detention Center.”

Commissioner Carter stated “Well it is going to be the first year in the new jail so really you don’t know what is needed.” Mr. Howard responded “While we are talking about the Detention Center, I sent out an email today I don’t know if everybody has been it. The contractor who is installing the lift station has been telling us for two months middle of May, middle of May, today when it was supposed to come in he told us it would not be here, the grinder part of it until June 23rd.” Commissioner Travis stated “So it will probably be the last of July before we get that place opened up over there.” Mr. Howard responded “I am hoping the building will be finished and it will be sitting and waiting on that thing but we cannot have the state to come and do their inspections until it is ready to open up.” Commissioner Travis stated “So that means we are

going to have to spend more money.” Mr. Howard responded “Also we hope to recoup some money. That is another 30 days.” Chair Lucas asked “When was the order placed?” Mr. Howard responded “January.”

Chair Lucas asked “Do we know what the Professional Services are?” Mr. Howard responded “I can look that up for you. We don’t have that detail to show what that is.” Chair Lucas asked “What is lodging and meals?” Ms. Vaughn responded “Lodging and meals is for the transport of juveniles.” Chair Lucas continued “Strictly for juveniles?” Ms. Vaughn responded “Yes for the detention of juveniles.” Chair Lucas asked “What is Professional Services/Inmates?” Ms. Vaughn responded “Mostly medical.” Chair Lucas continued “There is a significant increase in Motor Fuel. Are we going to be transporting this many inmates?” Mr. Howard responded “That is increased because when the U.S. Marshals come in we have to take their inmates back and forth and they reimburse us for that so the expense is included in here. They will actually pay us mileage when we do the transport to where ever they need to be. It also includes if we have to go somewhere to pick up somebody if they are arrested in Durham County and they have warrants here we will go there and get them and bring them here to be tried here.”

Commissioner Carter asked “This has nothing to do with the Detention Center. Does the school pay for the water and sewer bills?” Mr. Howard responded “Yes sir.” Commissioner Carter continued “So we don’t have to pay for.” Mr. Howard responded “We probably pay it but it is in their budget, the current expense portion of their budget.” Commissioner Carter stated “They have a leak over there at Oakwood and it is leaking 10,000 gallons a day and they said to let it go. That is going to run into a high water bill there.” Commissioner Travis asked “Ten thousand gallons a day?” Commissioner Hall asked “And they are not fixing it?” Commissioner Travis stated “That is 70,000 gallons a week.” Commissioner Travis asked “I wonder what it cost per gallon for water?” Mr. Howard responded “For a 1,000 gallons for Yanceyville is what four dollars and something.” Commissioner Travis stated “He is talking about 70,000 gallons a week.” Commissioner Carter responded “Unless he told me 10,000 a month but I thought he said 10,000 gallons a week.” Mr. Howard stated “That is \$280 a week or a \$1,000 a month or more.”

Chair Lucas stated “Just for the record as of 2012 their budget was \$608,029 and it has increased to \$1,196,324.” Commissioner Travis responded “We are going from a 30 bed to a 108 beds.”

Chair Lucas stated “On to School Resource Officers. This is I guess this is a separate budget.” Mr. Howard responded “The school system gives us the money for this, well a portion of it. The school system pays about 80% of this budget.” Commissioner Hall asked “And we pay the difference?” Mr. Howard responded “Yes sir.” Commissioner Hall continued “Voluntarily?” Mr. Howard responded “Yes I guess. Nobody makes us do it. If we don’t pay it they don’t have the resource officers there.” Commissioner Hall stated “I just learned today through one of our legislative updates that the Education Steering Committee that the legislature is going to remove the requirement that the school use the money allocated for school resource officers for school resource officers. In other words they are going to give them the ability to transfer those dollars out if they want to.” Commissioner Travis stated “So instead of using the Sheriff’s office they can use their own.” Commissioner Hall responded “No instead of using it for that they can say they are broke and come to the commissioners to do it.” Chair Lucas asked “They want us to

fund the positions? Is this for 2 school resource officers?" Mr. Howard responded "Yes ma'am, one at the high school and one at Dillard." Chair Lucas continued "And the School Intervention Prevention?" Commissioner Hall stated "I don't have that. I have 911 next." Commissioner Travis stated "I have 911 next in mine." Ms. Vaughn responded "That position is for the position that Judge Galloway asked the county to appropriate funds for travel expense and drug testing for the Caswell/Person Drug Officer."

Chair Lucas stated "911 Communications. They asked for an increase in pay for the dispatchers." Mr. Howard responded "That is not in the budget. We will look at that when we look at everything else. What Harvey requested was several years ago we put in the Emergency Medical Dispatch criteria software they all had to go through and get training. They are doing more when they take a phone call than what they were doing five or six years ago. What he is asking for is a 4% increase for the dispatchers that have completed that. He has been asking for that every year but it has never made it up here. I just wanted to mention it." Chair Lucas asked "Of what he requested what did you include?" Mr. Howard responded "I did not include his increase request. He also requested and it is not reflected in here but when we were talking he said it would actually work better to have a full time position instead of all the part time positions he has and he requested to do that. There is an increase to do that by \$14,000 but that is not in this budget either." Chair Lucas asked "And \$30,000 to upgrade the center?" Mr. Howard responded "Yes but that will be part of the capital outlay cost."

Commissioner Carter asked "What is the capital outlay?" Mr. Howard responded "What Ms. Lucas just mentioned was we had to do some upgrades because there have been some upgrades to the VIPER system and you can't do that with 911 fund money. That is actually included with all the capital stuff we are going to talk about as we go through everybody's budget."

Chair Lucas stated "Let's move along to Inspections."

Commissioner Hamlett stated "I just want to bring up something. In the Sheriff's Department, 911 and the Detention Center you are talking about over \$100,000 in just part time and overtime. They should be full time with this stuff shouldn't they?" Mr. Howard responded "The overtime comes in because of the 12 hours shifts. They get overtime through that. The part time is when they have people out for training or for vacations. They bring in part time help to cover the shifts." Commissioner Hamlett stated "That is a lot of money." Mr. Howard responded "Part of the part time money for the detention center is used for just that for when they are out for training. All of that money is used for filling in when somebody is out because we have to have a certain number of detention officers in there." Commissioner Hamlett asked "These part time people at the 911 center are they trained in all of that?" Mr. Howard responded "Yes sir. If somebody is on vacation this week and they were supposed to work three shifts they will work those three shifts." Commissioner Travis asked "I don't know if they are fully staffed down there are they?" Mr. Howard responded "At 911 they may not be." Commissioner Travis stated "There are some that work in Alamance County and then work over here too." Commissioner Hall stated "I think one thing we probably need to look at is how we structure these shifts. 12 hour shifts with built in overtime is what is creating some of the problem. I know there are probably staff that like that better because they see it in their paycheck but we might want to at least do a study on some 8 hours shifts and see how that works out." Commissioner Hamlett

responded “Yes if we can restructure and saving \$100,000 we could save a lot of money.” Commissioner Travis stated “We will have to hire more people if we do to 8 hour shifts.”

Mr. Howard stated “I want to point out one thing; starting January 1 the rules go into effect if a person works more than 30 hours we have to pay their health insurance at 100% whereas right now we prorate it. If they get 31 hours then they qualify for 100% health insurance. This is something that we are going to be looking at over the next 6 months. Our department heads will be looking at their staffing. If they need someone for more than 30 hours they will be weighing those things as to what is best for that department.” Mr. Hall responded “What that also means is we need to start looking at technology and just not use them. We need to cross train. We need to do more with the people we have because just moving from part time to fulltime because we have to pay their insurance is just not the way to go.”

Ms. Vaughn stated “Some companies are rather than going from part time to full time they are just getting more part time.”

Chair Lucas stated “Moving on to Inspections.”

Commissioner Travis asked “How many employees do we have in Inspections?” Mr. Howard responded “Two and a half. You have an office person, and inspector and a part time inspector that is not filled right now.”

Chair Lucas asked “We have a part time position open?” Commissioner Travis asked “Are you planning on filling that position?” Mr. Howard responded “We need that position. We could go to full time. We had a part time person but they could not pass their certifications so we had to let them go so it has been open since about January.”

Commissioner Hamlett asked “Is he swamped with stuff?” Mr. Howard responded “It is hard for one person in the fact that he is out in the field doing inspections and someone comes into the office and has questions about some drawings or something else there is nobody there to do that. Now the clerical person can do some stuff but she is not an inspector so she can’t do some of the other stuff.”

Commissioner Travis asked “On that mileage reimbursement there we have spent \$8,996?” Mr. Howard responded “That is because we reimburse that person. Woodrow gets mileage.”

Commissioner Hall asked “Why don’t we just go out and buy us a vehicle so we don’t have to pay mileage or give a vehicle out of our motor pool or something?” Mr. Howard responded “When the building inspector was hired...” Commissioner Hall continued “I understand that part. The only reason I am cutting you off is because previous boards cannot commit future board. We can’t keep going forever saying what happened when he was hired. We do our budgets year by year and the boards have to make decisions year by year.” Commissioner Travis stated “He was hired that way.” Commissioner Hall responded “That is my whole point. We can’t use that excuse until he retires, not to discuss it. Past boards can’t bind future boards. Every year we do a budget, we have this process because we have to make decisions on an annual basis.” Commissioner Travis stated “Well to me it looks really unprofessional when

someone goes out to inspect something and there is no writing on the vehicles or nothing.” Mr. Howard responded “I agree with you.”

Commissioner Jefferies stated “He pays for his own gas. The man can’t make any money running his own automobile for that. He has to pay for his gas, insurance and up keep. He is not making any money doing this.” Commissioner Hall responded “My issue was not that he was making money. My issue is that we need to provide like we do for other departments otherwise we can tell everybody to drive your own car and we won’t worry about you making money.”

Chair Lucas asked “So the truck that he has over there, he does not use that truck?” Mr. Howard responded “He may use it every now and then. If he has to go somewhere where it requires four wheel drive he will use it.” Chair Lucas asked “On Contracted Services I noticed, what is that for?” Mr. Howard responded “If Woodrow is on vacation we have to pay the inspector from Person County to come in and do inspections.” Chair Lucas continued “We are not paying for the detention center inspections out of this are we?” Mr. Howard responded “Yes for those we are yes ma’am.” Chair Lucas asked “Shouldn’t that come out of the detention center budget?” Mr. Howard responded “It can be repaid from the detention center budget but it was just done out of here because that is the way it was set up.”

Commissioner Carter asked “What would a vehicle cost on the state contract?” Mr. Howard responded “A small vehicle that gets good gas mileage is between fourteen and sixteen thousand. A four wheel drive truck about \$18,000, \$20,000 equipped.”

Chair Lucas asked “Did you include that in this?” Mr. Howard responded “No ma’am. I meant to talk to Woodrow about that. I mentioned earlier that I wanted to do a fleet when he hired someone over there they could get a small car from their or use a four wheel drive he could use that as well.” Chair Lucas continued “What about the online permitting?” Mr. Howard responded “What that is a system that allows them to do all of their inspections permits in a computer and they can track it and run reports and stuff. He would be able to print those inspections out on site.” Chair Lucas stated “I think that is the trend that most counties are going to now.”

Commissioner Hall asked “One quick question again back to clarification. I know we don’t have any type of agreement now with the Town because they hired their own inspector right?” Mr. Howard responded “They hired a code enforcement person.” Commissioner Hall continued “A code enforcement person. Okay I need to make sure that I understand the difference. So we do inspections for the Town?” Mr. Howard responded “Yes sir.” Commissioner Hall asked “So when I missed the revenue section that is in there?” Mr. Howard responded “No, we are able to charge fees. We get paid by whoever is building the building by charging those inspection fees.” Commissioner Hall continued “The Town does not collect any of that fee?” Mr. Howard responded “No sir.” Commissioner Hall asked “What about the Town of Milton?” Mr. Howard responded “No sir.” Commissioner Hall continued “We charge the fees and we do the inspections and we keep everything?” Mr. Howard responded “Yes sir.” Commissioner Hall asked “Do we have an agreement of any sort saying that?” Mr. Howard responded “I don’t think there is.” Chair Lucas stated “We have very few interlocal agreements.” Mr. Howard stated “We brought that up to the Towns earlier on in those meetings that we were trying to update

some of these.” Commissioner Hall stated “We need to go ahead and look at it because I know when is coming back. We are getting a little kickback from the Town of Milton because they have some zoning issues up there and apparently our inspector is not following all of their zoning concerns or their zoning ordinances, I will put it that way. They do have zoning ordinances because they are a historic district.” Mr. Howard responded “I think I have heard something about that. The way it is suppose to work is let’s talk about Yanceyville for a second. They go into Town Hall and talk with Haynes for a zoning permit saying what they want to do and then they go to inspections and get their building permits and pay us for the building permits.” Chair Lucas asked “Do they have a planning committee?” Commissioner Hall responded “They have a planning committee I think and I guess their one clerk that works there is also their zoning person but they are a historic district so there is something that has to be followed up there and if we are collecting the money we need to know what those some things are. Are they familiar with Milton’s zoning ordinance?” Mr. Howard responded “Let me research this and get back with you.” Commissioner Hall stated “You don’t have to spend any time on it for me. I am just throwing it out there because this is Main Street Milton and on that main drag it is a historic district and they have zoning so if we are doing this, our inspectors need to know that and tell people before they issue it that they have to comply with their zoning laws.” Mr. Howard responded “They way it works is they can’t get a building permit, the Towns have to approve a zoning permit saying it can be built there and if they don’t they can keep us from issuing the c of o. Let’s say something was done wrong and not built correctly...” Commissioner Hall stated “That is on the back end. Let’s get back to the historic part, there are not a lot of people building anything downtown Milton so most of what they are doing is renovating and they have these laws. We need to know what they are because in my opinion the only thing they can do is if somebody goes in and renovates is they can force them to tear it down and start over.” Commissioner Hamlett started “They put a doublewide down there in town just this side of the bridge. It is in town. It has city water.” Commissioner Hall stated “Part of it might be that they have not been enforcing this for whatever reason but if we are issuing the permits we are going to get caught in the middle.” Chair Lucas responded “The same could apply for this.” Commissioner Hamlett stated “That is everywhere. We have historic houses everywhere in the county too.” Commissioner Hall responded “But out in the county it is not zoned.” Mr. Howard stated “A lot of towns have historic districts and they set up separate guidelines you have to follow when you are renovating your house. You go through a historical review board to look at those.”

Chair Lucas stated “Next is Animal Control.”

Commissioner Travis stated “This is about the cheapest budget we have.”

Chair Lucas asked “Under line 1081 Professional Services/Vet it is left blank, we expended through April 30th \$8,598 and there is nothing there?” Mr. Howard responded “That is supposed to be under line 1085 Spay & Neuter Program. The grant that you all agreed to about a year ago we expend the money and we get paid back through the state spay & neuter program. We got a grant from the Two Mauds Foundation where they are giving us money to help get even more done.” Chair Lucas asked “Does 1081 need to stay in there?” Mr. Howard responded “We will get that corrected.”

Commissioner Carter asked "Item 1093 Motor Fuel, I notice last year it was \$6887 and we only have budgeted \$5500 is that right?" Mr. Howard responded "It is a little bit high this year."

Commissioner Travis asked "This Vehicle Repair Service I don't see how they can keep it up for \$1,000 a year, to keep the oil and all changed in it." Mr. Howard responded "They have been able to." Commissioner Travis continued "They are doing good then. How many miles do they run those vehicles, 5,000 between oil changes?" Mr. Howard responded "Yes, I think so." Commissioner Travis asked "Does that include tires and all?" Mr. Howard responded "No, he bought tires in 2012." Commissioner Travis continued "You can't sit there and say you won't buy any tires. He could run over something in the road and bust a tire."

Commissioner Hall stated "Just a comment. Did I hear that line items 1081 and 1085 included some grant money, some grant expenditures?" Ms. Vaughn responded "It does. The \$5,000 on the expenditure side, there is \$5,000 on the revenue side as well. It is the Two Maude program." Commissioner Hall continued "Why did we mix that into our regular budget, shouldn't grants be separate?" Ms. Vaughn responded "This small grant is just added into that."

Chair Lucas stated "Moving on to Emergency Management."

Commissioner Carter asked "Vehicle Service & Repair, 650, in 2012 it was zero, through 4/30/13 it was \$290 and they are requesting \$5850?" Mr. Howard responded "That \$5850 because they have to replace a head gasket on that truck so we budget for that."

Chair Lucas asked "What truck are you referring to?" Mr. Howard responded "The EM white truck." Chair Lucas continued "Where is that now? Is it at the station?" Mr. Howard responded "Yes."

Commissioner Hall asked "How old is the truck?" Mr. Howard responded "We got that through a grant. It is seven years old." Commissioner Travis asked "What model is it?" Mr. Howard responded "2005." Commissioner Carter asked "We got another one to replace that truck, didn't we?" Mr. Howard responded "No sir, that is the dually. We have it in case of an emergency anywhere in the state. What they have done is they have positioned it in different counties. We get the use of this vehicle but when there is an emergency that truck has to go to that emergency." Commissioner Carter stated "Well this one goes on EMS calls and stuff." Mr. Howard responded "Yes sir." Commissioner Travis stated "This truck should not have many miles on it." Mr. Howard responded "It has, it is not a whole lot of miles." Commissioner Carter asked "So they have it sitting right now?" Commissioner Travis responded "It is at Diesel Engines, ain't it?" Mr. Howard responded "I don't know." Commissioner Travis asked "Can't Jerry who works on all the trucks do it?" Mr. Howard responded "No, he just services them, changes the oil and stuff." Commissioner Travis stated "Because he does not have a diesel mechanic."

Chair Lucas asked "On Small Tools/Equipment what is that for?" Ms. Vaughn responded "Radio batteries and supplies. Supplies for a water rescue project that he wants to implement."

Chair Lucas asked "I have a question about this budget, the \$49,272 how much of this budget is state money? I read something where it had changed." Mr. Howard responded "It pay about, we get, \$23,000 comes in every year and then we get extra money based on the number of things we do: training and project and that brings in about fifteen or sixteen thousand dollars."

Commissioner Travis asked "Is this just one person's salary?" Mr. Howard responded "Yes sir." Commissioner Travis stated "You know this salary here is just as much as both of those boys in Animal Control." Mr. Howard responded "Yes sir."

Chair Lucas asked "How much of this budget is local dollars?" Mr. Howard responded "Between \$55,000 and \$60,000." Chair Lucas continued "Barry is strictly Emergency Management and it is my understanding and I think it is from Jeff Sicz..." Commissioner Travis asked "So he does not have anything to do with EMS?" Mr. Howard responded "He still can run calls and do some paramedics but he is handling emergency management duties that is his main responsibility." Chair Lucas asked "But the funding for his position, I thought I read the entire grant we get from Emergency Management is paying the \$49,272 of the salary." Mr. Howard responded "It used to be split between two different people but it now pays one salary." Chair Lucas continues "So it goes to pay for Barry Lynch?" Mr. Howard responded "Yes ma'am." Chair Lucas asked "But the rest of the budget is funded by the county? It used not be that way." Mr. Howard responded "We get about \$33,000 a year in state funding." Commissioner Travis stated "Well they don't pay 100% of his salary then." Mr. Howard responded "No sir." Chair Lucas asked "This has increased over the years. The difference between 2012 \$51,529 and what you propose \$85,260 is \$33,721." Mr. Howard responded "Part of the reason why it was down in 2011 and 2012 is when we did not have Jimmy so we did not spend that money. We went without a director for about 6 months." Commissioner Travis asked "But his salary is going up." Ms. Vaughn responded "Yes his salary was split half in EM and half in EMS and this year it is 100% in EM."

Chair Lucas asked "What is this swift water team? Is that included in his budget?" Mr. Howard responded "Yes ma'am that is in there."

Commissioner Hall asked "Is this a good use for those funds for emergency management I mean? Can we see anything tangible at the end of the year for what we are getting from this department?" Mr. Howard responded "Yes I think so." Commissioner Hall continued "Like what?" Mr. Howard responded "Just preparedness. We are better off now than what we were three or four years ago in preparedness. I can get them to quantify that for you." Commissioner Hall asked "The reason I am asking this is when you say prepared, we are prepared for what? Prepared for a snow storm? Prepared for a hurricane? Prepared for a tornado? This is a two part question; now that we are prepared do we still need this structure? I am not saying we don't need this individual. Do we need this structure or set up for Caswell?" Mr. Howard responded "I am not sure I understand." Commissioner Hall continued "This is emergency management. This is preparedness. For the last 2 or 3 year we have been doing something to get prepared so my question is in terms of if we look at today or tomorrow or this week, what did we do this week to help support being prepared?" Commissioner Hamlett asked "If a tornado was to come through today are we prepared for it or what have we done over the last two or three years to get prepared for it right?" Commissioner Hall responded "That is part of it. The second part of it is

if we look back this week on what we have spent on this project what did we do Tuesday that supported this project?" Mr. Howard responded "You want to know what they are doing every day to get us ready?" Commissioner Hall responded "I guess that is the bottom line." Chair Lucas stated "His goal is to rewrite our emergency preparedness plan." Commissioner Hall responded "And that is a viable goal. That is an admirable goal. I just wanted to know what he did this week." Commissioner Hamlett stated "He had to answer calls this week too." Mr. Howard responded "Being a paramedic he can answer calls." Commissioner Hamlett stated "Basically this is part time, that is the way I look at it."

Chair Lucas asked "How long have we had this second position in place? I know when Jim Gusler was director it was decided to have an assistant director." Mr. Howard responded "About 3 years." Chair Lucas continued "Three years. So now we no longer have an assistant EMS director. It has turned into Emergency Management coordinator separate and apart." Mr. Howard responded "Separate and apart but yet he does paramedic stuff as well." Chair Lucas asked "Who has taken the responsibility of the assistant EMS director?" Mr. Howard responded "That has been spread out amongst the supervisors."

Commissioner Hall asked "I don't mean to pick on this particular department because I could ask the same question about the others but since we are talking about it. What he is qualified to do and what he is doing is what I want to get to." Commissioner Hamlett responded "He ain't doing nothing." Commissioner Travis asked "Do you want me to answer this question short and simple? He has a position but he is doing something else. Now let's move on." Commissioner Hamlett responded "That is what I just said."

Commissioner Carter stated "I know he handles the maintenance of the vehicles."
Commissioner Travis responded "He does not. He is not the assistant anymore."

Mr. Howard stated "Let me explain something on emergency management. We are not on the coast so we don't worry about hurricanes all that much. We are around them. We have a program that the state requires to a certain extent. We don't put the same amount of preparedness into this as the coastal regions do. I am not saying we are not trained but we are not funded anywhere near that level as other communities are and that is why he is used as a paramedic and does other things as well."

Commissioner Hall stated "That is why I raised the question. I was not going to say what you just said because I don't know this but that is why I raised the question about the structure. The structure ought to be designed for what he could best do, he or she, and use their talents for Caswell County. That should be the structure. We have two or three people thinking he is not doing anything or not doing enough and that is people sitting around this table."

Chair Lucas asked "What about the upgrading of radios?" Mr. Howard responded "That is not included in this. I am including that in capital."

Commissioner Travis asked "Being that we are on EMS, what is the county's policy when you are working for the county and you are in a volunteer fire department and you leave your county job to go on a fire call? Maybe you need to study this and bring it back." Mr. Howard

responded "We don't have a set policy on that." Commissioner Travis continued "I know we have a lot of that going on." Mr. Howard responded "They should not be charging the county for that time." Commissioner Travis asked "When you have a department head doing it who is running his job while he is doing it?" Mr. Howard responded "It depends on what is going on at that time." Commissioner Travis continued "Well I want this check out and I want this Board to sit down and talk about it." Commissioner Carter stated "It is like that everywhere." Commissioner Travis stated "I don't care about anywhere else. I am talking about Caswell County. I don't think it is right for this county to pay somebody big bucks and then jump in a vehicle and run up and down this road here to a wreck and they stand around and do nothing and we pay them." Mr. Howard responded "When they go they should be off the clock." Commissioner Travis asked "When they are salaried how are they off the clock? I will stop there but I want some answers brought back about it."

Chair Lucas stated "The next meeting will be a morning meeting."

The next budget workshop will be held on Wednesday, May 29th at 8:30 p.m.

RECESS

At 7:15 p.m. Commissioner Travis moved, seconded by Commissioner Hall to recess the budget work session until Wednesday, May 29, 2013 at 8:30 a.m. The motion carried unanimously.

Paula P. Seamster
Clerk to the Board

Cathy W. Lucas
Chair
